

STATEMENT OF WORK
Technical and Program Support
For Code 983 Research & Development Programs

1.0 Scope of Work

NSWCCD Philadelphia code 983 has a requirement for analytical, technical, logistical and program support associated with R&D programs. Programs are identified as follows and are in support of the core areas of auxiliary systems, propulsion systems, hull machinery, power and communication:

- Fuel Cell Development
- Gas Turbine Development
- Ship Systems Integration Development
- Automation and Controls Systems Development
- Air Conditioning & Ventilation Development
- Advanced Thermal System Development

Specifically the effort shall include:

- 1.1 Obtain and review 10 logistical and 15 technical equipment documentation's in core areas of auxiliary systems, propulsion systems, hull machinery, power and communication interfaces used aboard current Navy vessels. Assist in defining the comparisons of current legacy systems as compared to the newly proposed technology advancements identified by the programs above. Attend meetings, see section 5.0, such as program reviews, technical exchange meetings, configuration control boards, and interoperability meetings and coordinate associated action items.

Base (items 0001, 0003, 0004): Estimated support required 200 man hours

Option 1 (item 0005, 0007, 0008): Estimated support required 200 man hours

Option 2 (item 0009, 0011, 0012): Estimated support required 200 man hours

Option 3 (item 0013, 0015, 0016): Estimated support required 200 man hours

- 1.2 Provide technical inputs on current and planned database developments and maintain current electronic databases. There is currently 6 databases: 4 in Access and 2 in Oracle which require updates and new programming developments to stay abreast with new technology and software advancements. There are 2 planned Access database developments.

Base (items 0002, 0003, 0004): Estimated support required 100 man hours

Option I (item 0006, 0007, 0008): Estimated support required 100 man hours

Option 2 (item 0010, 0011, 0012): Estimated support required 100 man hours

Option 3 (item 0014, 0015, 0016): Estimated support required 100 man hours

- 1.3 Perform information technology research on the internet in the core areas of auxiliary, propulsion, automation and controls technical programs. With new developments in R&D extensive efforts are required as part of the research to identify and link to the technology centers and education sectors.
Base (items 0002, 0003, 0004): Estimated support required 50 man hours
Option 1 (item 0006, 0007, 0008): Estimated support required 50 man hours
Option 2 (item 0010, 0011, 0012): Estimated support required 50 man hours
Option 3 (item 0014, 0015, 0016): Estimated support required 50 man hours
- 1.4 Support NSWC with the financial tracking and reporting of the R&D programs and assist in development of program financial projections. There is currently 8 reporting formats 2 in Power point, 3 in Excel, 2 in Access, and 1 in Oracle. These reports need to be updated every month for sponsor distribution.
Base (items 0002, 0003, 0004): Estimated support required 100 man hours
Option I (item 0006, 0007, 0008): Estimated support required 100 man hours
Option 2 (item 0010, 0011, 0012): Estimated support required 100 man hours
Option 3 (item 0014, 0015, 0016): Estimated support required 100 man hours
- 1.5 Preparing graphic presentations and briefing materials for the various technical and program reviews in support of the above identified R&D programs. Advanced power point, Microsoft project, adobe, and photo editing requirements are essential in supporting these efforts for the programs identified in section 1 .0.
Base (items 0002, 0003, 0004): Estimated support required 50 man hours
Option I (item 0006, 0007, 0008): Estimated support required 50 man hours
Option 2 (item 0010, 0011, 0012): Estimated support required 50 man hours
Option 3 (item 0014, 0015, 0016): Estimated support required 50 man hours

2.0 Personnel Requirements

The Consulting Specialist & Senior Consulting Specialist positions should have a BS degree or equivalent experience, 6 years of experience in preliminary design development, systems specification, database specification, information modeling and engineering change development.

The contractor shall provide resumes for the Consulting Specialist & Senior Consulting Specialist.

The Analyst & Senior Analyst: The senior analyst position should have a BA/BS degree or equivalent experience, 4 years of experience in logistics and 4 years of experience in data automation. The analyst should have BS degree or

equivalent experience, 2 years experience in logistics, and 1 years specialized experience in data automation.

The Administrative Support Specialist: & Administrative Support Specialist Senior positions. BA/BS Degree or the equivalency of 2 years directly related experience for 1 year of college. Related experience includes performing analyses of complex technical, financial, or process issues in a professional environment.

3.0 Deliverables

The contractor shall provide deliverables as defined below. These deliverables will document methods and results associated with tasks performed on this statement of work. Based on program inputs, the contractor shall disseminate this information to supporting team members and shall coordinate efforts with these organizations as deemed necessary by the Government.

The contractor shall provide the following deliverables consistent with assigned tasks at Government request:

- 3.1 Section 1.1 provide a monthly summary report , not to exceed 2 pages, on the logistic, technical and equipment documentation supported.
- 3.2 Section 1.2 provide 2 updated database and equipment inventories report. Report is to include all 6 database's inclusive are the documented changes to these data bases and inventories
- 3.3 Section 1.3 provide 1 summary report, not to exceed 3 pages, of the technology research performed for the various R&D programs as identified in section 1.0
- 3.4 Section 1.4 provide monthly financial tracking reports for the programs. Include reports identified in section 1.3 as attachments
- 3.5 Section 1.5 provide 2 summary report for briefing and presentations of programs supported. One (1) at 180 days after receipt of order and one (1) as a final report.

4.0 Government Furnished Information (GFI) :

The Government shall provide the following as required to complete assigned tasks:

- 4.1 Access to Government financial tracking reports and databases and computer systems associated with NSWC processes
- 4.2 Access to Government facilities, personnel and their representatives.
- 4.3 Access to relevant data and background information.

5.0 Performance and Deliveries:

5.1 Place of Performance: The primary place of performance will be at off site location located within a 30 mile radius of NSWCCD Philadelphia site. Interface at NSWCCD site location will be required 30% of the time depending on section 1.0 program requirements.

5.2 Place of Delivery: The articles to be provided hereunder shall be delivered, all transportation charges paid by the contractor, to:

Naval Surface Warfare Center
C/O Philadelphia Business Center
Philadelphia, PA 19112
Marked for: Code983 (Mr. Denis Colahan)

6.0 Travel Requirements:

- 6.1 Travel between contractor facilities and Washington, DC (1 Person, 2 trips, 1 day in duration)
- 6.2 Travel between contractor facilities and Mechanicsburg, PA, (1 Person, 2 trips, 1 day in duration)

7.0 Protection of Proprietary Information

- 7.1 If in the performance of this delivery order, the contractor has access to proprietary information/data of NSWCCD Corporate Data Base, the contractor shall agree to protect such data from unauthorized use or disclosure as long as it remains proprietary. The contractor will exercise the same degree of care and caution as the contractor normally takes to preserve its own proprietary information. (Proprietary information is defined as any information in whatever form acquired which contains trade secrets, commercial or financial information, submitted with the understanding that it will be kept on a privileged or confidential basis).
- 7.2 Any proprietary information which is exchanged between the contractor and NSWCCD Corporate Data Base in connection with this delivery order is an shall remain proprietary notwithstanding any termination or expiration of this delivery order unless it meets one of the following exceptions:

- (a) The proprietary information becomes available to the contractor through third parties or the general public without restriction.
- (b) The proprietary information becomes known to the contractor independently of the disclosing party.
- (c) The proprietary information is independently developed by the contractor.
- (d) The proprietary information has been furnished by the disclosing party to NSWCCD Corporate Data Base with “unlimited rights”.

8.0 Security Requirements: Unclassified.

9.0 Services Information:

The contractor shall not exercise personal judgment on behalf of the Government. The Government will not assign tasks or prepare work schedules, but shall require the contractor meet delivery schedules established in this delivery order. The Government will not exercise control or direct day to day contractor performance.